

**Arlington Housing Authority
Regular Meeting**

Minutes

February 15, 2017 at 7:00 PM

Call to Order

The meeting was called to order at 7:00 P.M. by Mr. Murray, in the John F. Cusack Board Room, located at 4 Winslow Street, Arlington, MA.

Roll Call

| | |
|---------------|--|
| Present: | Richard Murray, Brian J. Connor and Joseph Daly |
| Absent: | Daniel Brosnan and Nicholas Mitropoulos |
| Also Present: | John J. Griffin, Executive Director, John L. Greco and Richard Conlon |

Notice to Town Clerk

Notice of this meeting was delivered electronically on January 6, 2017 and posted by the Arlington Town Clerk in accordance with the provisions of the Open Meeting Law.

Appointments

Local Tenants Organizations

General Public

Project Updates

RFP Antenna Bids

VOTED

Upon a motion made by Mr. Connor and seconded by Mr. Daly it was unanimously voted to reject the RFP Antenna Bids.

| | <u>Yes</u> | <u>No</u> |
|----------------|-------------------|------------------|
| Richard Murray | X | |
| Brian Connor | X | |
| Joseph Daly | X | |

**Change Order #1 Associated Elevator – DHCD Fish 010073 in the amount of
\$3,846.00**

VOTED

Upon a motion made by Mr. Connor and seconded by Mr. Daly it was unanimously voted in favor to accept Change Order #1 Associated Elevator – DHCD Fish 010073 in the amount of \$3,846.00 subject to DHCD approval.

| | <u>Yes</u> | <u>No</u> |
|----------------|-------------------|------------------|
| Richard Murray | X | |
| Brian Connor | X | |
| Joseph Daly | X | |

**Approval of Increase Architects Fee – Elton Hampton to \$174,234 for DHCD Fish
010081**

VOTED

Upon a motion made by Mr. Connor and seconded by Mr. Daly it was unanimously voted in favor to accept the Approval of Increase Architects Fee – Elton Hampton to \$174,234 for DHCD Fish 010081.

| | <u>Yes</u> | <u>No</u> |
|----------------|-------------------|------------------|
| Richard Murray | X | |
| Brian Connor | X | |
| Joseph Daly | X | |

Committee Reports

Mr. Griffin said that we need Disposition Policies, General Policies, Personnel Policy and Camera Policy.

Approval of Minutes of December 20, 2016 Regular Meeting

This has been tabled until the next Board Meeting.

Adjourn

VOTED

Upon a motion made by Mr. Daly and seconded Mr. Connor it was unanimously voted to adjourn from the Regular Meeting at 8:45.

The next meeting is March 15, 2017.

**Arlington Housing Authority
Regular Meeting**

Minutes

March 1, 2017 at 7:00 PM

Call to Order

The meeting was called to order at 7:00 P.M. by Mr. Murray, in the John F. Cusack Board Room, located at 4 Winslow Street, Arlington, MA.

Roll Call

| | |
|---------------|---|
| Present: | Richard Murray, Brian J. Connor and Joseph Daly, |
| Absent: | Daniel Brosnan and Nicholas Mitropoulos |
| Also Present: | John J. Griffin, Executive Director, |

Notice to Town Clerk

Notice of this meeting was delivered electronically on February 27, 2017 and posted by the Arlington Town Clerk in accordance with the provisions of the Open Meeting Law.

Hauser Window Replacement

- 1) **Award Contract for the Hauser Window Replacement , DHCD FISH 010080 to low bidder G.V.W. Inc in the amount of \$1,379,000.**

VOTED

Upon a motion made by Mr. Daley and seconded by Mr. Connor it was unanimously voted to award the contract for the Hauser Window Replacement, DHCD FISH 010080 to low bidder G.V.W. Inc in the amount of \$1,379,000.

| | <u>Yes</u> | <u>No</u> |
|----------------|-------------------|------------------|
| Richard Murray | X | |
| Brian Connor | X | |
| Joseph Daly | X | |

Adjourn

VOTED

Upon a motion made by Mr. Daly and seconded Mr. Connor it was unanimously voted to adjourn from the Regular Meeting at 7:45.

The next meeting is March 15, 2017.

**Arlington Housing Authority
Regular Meeting**

Minutes

March 15, 2017 at 7:00 PM

Call to Order

The meeting was called to order at 7:06 P.M. by Mr. Murray, in the John F. Cusack Board Room, located at 4 Winslow Street, Arlington, MA.

Roll Call

Present: Richard Murray, Nicholas Mitropoulos
Daniel Brosnan and Joseph Daly

Absent: Brian Connor

Also Present: John J. Griffin, Executive Director,
John L. Greco and Richard Conlon

Notice to Town Clerk

Notice of this meeting was delivered electronically on January 6, 2017 and posted by the Arlington Town Clerk in accordance with the provisions of the Open Meeting Law.

Appointments

Local Tenants Organizations

NONE

General Public

NONE

Project Updates

Department of Labor and Workforce Development Wage Rates

| <u>Job Title</u> | <u>Old</u> | <u>New</u> | <u>%</u> |
|----------------------------|------------|--------------|----------|
| a. Electrician | 36.74 | 38.66 | 5.23 |
| b. Groundskeeper/Custodian | 24.95 | 25.57 | 2.48 |
| c. Laborer | 27.55 | 28.41 | 3.12 |
| d. Maintenance Aide | 23.00 | 23.61 | 2.65 |
| e. Maintenance Mechanic | 28.73 | 29.74 | 3.52 |
| f. Working Foreman | 30.42 | 31.48 | 3.49 |

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was unanimously voted to accept the Department of Labor and Workforce Development Wage Rates effective April 1, 2017.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Award Contract for the Life and Skills Building, DHCD FISH #010081 to low bidder Bizko Building Systems, Inc. for \$1,881,273.

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Brosnan it was unanimously voted in favor to award the contract to low base bid without alternates to Bizko Building Systems, Inc. in the amount of \$1,881,273.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approval of Minutes of December 21, 2016 Regular Meeting

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Brosnan it was unanimously voted in favor to approve the minutes of the December 21, 2016 Regular Meeting.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approval of Minutes of February 15, 2017, Regular Meeting

This was tabled until the next Board Meeting.

Approval of Minutes of March 1, 2017, Regular Meeting

Mr. Murray passed the gavel to Mr. Brosnan.

VOTED

Upon a motion made by Mr. Daly and seconded by Mr. Murray it was unanimously voted in favor to approve the minutes of the March 1, 2017 Regular Meeting.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | abstained | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Adjourn

VOTED

Upon a motion made by Mr. Mitropoulos and seconded Mr. Daly it was unanimously voted to adjourn from the Regular Meeting at 8:15.

The next meeting is April 19, 2017.

**Arlington Housing Authority
Annual Meeting**

Minutes

April 19, 2017 at 6:45 PM

Call to Order

The meeting was called to order at 6:45 P.M. by Richard Murray, in the John F. Cusack Board Room, located at 4 Winslow Street, Arlington, MA.

Roll Call

| | |
|---------------|---|
| Present: | Daniel Brosnan, Richard Murray. Joseph Daly and Daniel Brosnan |
| Absent: | Nicholas Mitropoulos |
| Also Present: | John J. Griffin, Executive Director and John Greco |

Notice to Town Clerk

Notice of this meeting was delivered electronically on January 6, 2016 and posted by the Arlington Town Clerk in accordance with the provisions of the Open Meeting Law.

Elections

VOTED

Upon a motion made by Mr. Brosnan and seconded by Mr. Daley it was unanimously voted in favor to elect Richard Murray as Chairman of the Board of Commissioners.

| | <u>Yes</u> | <u>No</u> |
|----------------|-------------------|------------------|
| Daniel Brosnan | X | |
| Gaar Talanian | X | |
| Richard Murray | X | |
| Joseph Daly | X | |

VOTED

Upon a motion made by Mr. Daly and seconded by Mr. Connor it was unanimously voted in favor to elect Mr. Daniel Brosnan as Vice Chairman of the Board of Commissioners.

| | <u>Yes</u> | <u>No</u> |
|----------------|------------|-----------|
| Daniel Brosnan | X | |
| Gaar Talanian | X | |
| Richard Murray | X | |
| Joseph Daly | X | |

VOTED

Upon a motion made by Mr. Brosnan and seconded by Mr. Connor it was unanimously voted in favor to elect Joe Daly as Treasurer of the Board of Commissioners.

| | <u>Yes</u> | <u>No</u> |
|----------------|------------|-----------|
| Daniel Brosnan | X | |
| Gaar Talanian | X | |
| Richard Murray | X | |
| Joseph Daly | X | |

Meeting was adjourned at 6:55PM

VOTED

Upon a motion by Mr. Daly and seconded by Mr. Brosnan it was unanimously voted to adjourn the Annual Meeting.

**Arlington Housing Authority
Regular Meeting**

Minutes

April 19, 2017 at 7:00 PM

Call to Order

The meeting was called to order at 7:00 P.M. by Mr. Murray, in the John F. Cusack Board Room, located at 4 Winslow Street, Arlington, MA.

Roll Call

Present: Richard B. Murray, Brian J. Connor
Joseph S. Daly, and Daniel F. Brosnan

Absent: Nicholas Mitropoulos

Also Present: John J. Griffin, Executive Director,
John L. Greco

Notice to Town Clerk

Notice of this meeting was delivered electronically on January 6, 2017 and posted by the Arlington Town Clerk in accordance with the provisions of the Open Meeting Law.

Local Tenants Organizations

General Public

Project Updates

**Approve Contract Amendment #6 to Work Plan 5001 in the amount of
\$2,102,662.08**

VOTED

Upon a motion made by Mr. Connor and seconded by Mr. Brosnan it was unanimously voted to approve Contract Amendment #6 to Work Plan 5001 increasing the amount by \$2,102,662.08 to \$9,216,650.08 and extending the contract to 06/30/2019.

Yes

No

| | |
|----------------|---|
| Richard Murray | X |
| Brian Connor | X |
| Joseph Daly | X |
| Daniel Brosnan | X |

Tenant Van

VOTED

Upon a motion made by Mr. Connor and seconded by Mr. Daly it was unanimously voted in favor to accept Change Order #1 Associated Elevator – DHCD Fish 010073 in the amount of \$3,846.00 subject to DHCD approval.

| | <u>Yes</u> | <u>No</u> |
|----------------|-------------------|------------------|
| Richard Murray | X | |
| Brian Connor | X | |
| Joseph Daly | X | |

Approval of Increase Architects Fee – Elton Hampton to \$174,234 for DHCD Fish 010081

VOTED

Upon a motion made by Mr. Connor and seconded by Mr. Daly it was unanimously voted in favor to accept the Approval of Increase Architects Fee – Elton Hampton to \$174,234 for DHCD Fish 010081.

| | <u>Yes</u> | <u>No</u> |
|----------------|-------------------|------------------|
| Richard Murray | X | |
| Brian Connor | X | |
| Joseph Daly | X | |

Committee Reports

Mr. Griffin said that we need Disposition Policies, General Policies, Personnel Policy and Camera Policy.

Adjourn

VOTED

Upon a motion made by Mr. Daly and seconded Mr. Connor it was unanimously voted to adjourn from the Regular Meeting at 8:45.

The next meeting is May 15, 2017.

**Arlington Housing Authority
Regular Meeting**

Minutes

June 21, 2017 at 7:00 PM

Call to Order

The meeting was called to order at 7:06 P.M. by Mr. Murray, in the John F. Cusack Board Room, located at 4 Winslow Street, Arlington, MA.

Roll Call

Present: Richard Murray, Nicholas Mitropoulos
Daniel Brosnan and Joseph Daly

Absent: Brian Connor

Also Present: John J. Griffin, Executive Director,
John L. Greco and Richard Conlon

Notice to Town Clerk

Notice of this meeting was delivered electronically on January 6, 2017 and posted by the Arlington Town Clerk in accordance with the provisions of the Open Meeting Law.

Appointments

Local Tenants Organizations

General Public

Project Updates

**Approval of Change Order #1 from Chapman Waterproofing for DHCD Project
#010077 a decrease of (\$14,701.12)**

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was unanimously voted approve Change Order #1 from Chapman Waterproofing for DHCD Project #010077 a decrease of (\$14,701.12).

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

**Approval of Motion to Reject all Bids for the Menotomy Manor Life and Skills
Building and to rebid the project with updated Documents for Federal Funds**

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Brosnan it was unanimously voted in favor for Approval of Motion to Reject all Bids for the Menotomy Manor Life and Skills Building and to rebid the project with updated documents for Federal Funds.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

**Approve Low Bid from Stutman Contracting Inc. in the amount of \$2,450,000. for
the Life and Skills Building Project without the Alternates for DHCD Project
#010081 subject to DHCD Approval**

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Daly it was unanimously voted in favor to Approve low bid from Stutman Contracting Inc. in the amount of \$2,450,000. for the Life and Skills Building Project without the Alternates for DHCD Project #010081 subject to DHCD Approval.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

**Approve Certificate of Final Completion for Hot Water Replacement Project at
Menotomy Manor DHCD Fish #010087.**

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was unanimously voted to Approve Certificate of Final Completion for Hot Water Replacement Project at Menotomy Manor DHCD Fish #010087.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approval of Minutes of April 19, 2017, Regular Meeting

VOTED

Upon a motion made by Mr. Daly and seconded by Mr. Brosnan it was unanimously voted in favor to approve the minutes of the April 19, 2017 Regular Meeting.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | abstained | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approval of Minutes of April 19, 2017, Annual Meeting

VOTED

Upon a motion made by Mr. Daly and seconded by Mr. Brosnan it was unanimously voted in favor to approve the minutes of the April 19, 2017 Annual Meeting.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | abstained | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

2016 Audit

Adjourn

VOTED

Upon a motion made by Mr. Mitropoulos and seconded Mr. Daly it was unanimously voted to adjourn from the Regular Meeting at 8:50.

The next meeting is July 19, 2017.

**Arlington Housing Authority
Regular Meeting**

Minutes

July 19, 2017 at 7:00 PM

Call to Order

The meeting was called to order at 7:00 P.M. by Mr. Murray, in the John F. Cusack Board Room, located at 4 Winslow Street, Arlington, MA.

Roll Call

Present: Richard Murray, Brian Connor
Daniel Brosnan and Joseph Daly

Absent: Nicholas Mitropoulos

Also Present: John J. Griffin, Executive Director,
John L. Greco and Richard Conlon

Notice to Town Clerk

Notice of this meeting was delivered electronically on January 6, 2017 and posted by the Arlington Town Clerk in accordance with the provisions of the Open Meeting Law.

Appointments

Local Tenants Organizations

General Public

NONE

Project Updates

Mr. Griffin updated the board on the ongoing projects.

**Certificate of Compliance with Notification Procedure for Federal and State Lead
Paint Laws**

VOTED

Upon a motion made by Mr. Brosnan and seconded by Mr. Connor it was unanimously voted to approve the Certificate of Compliance with Notification Procedure for Federal and State Lead Paint Laws.

| | <u>Yes</u> | <u>No</u> |
|----------------|-------------------|------------------|
| Richard Murray | X | |
| Brian Connor | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Robert Franklin vs. Arlington Housing Authority

Robert Franklin filed a lawsuit against the Arlington Housing Authority and DHCD decided for settle for \$20,000.00. The Arlington Housing Authority will get reimbursed for \$19,000.00 from DHCD.

Extraordinary Maintenance Project DHCD \$140,000

Mr. Griffin said that DHCD awarded the Housing Authority \$140,000.

**Approve Amendment #7, Contract for Financial Assistance 5001 from \$9,216,650.08
to \$10,596,334.08 an increase of \$1,379,684.00**

| | |
|--|-----------|
| a. FY 2020 Formula Funding Award | \$815,317 |
| b. BY 2017 Extraordinary Maintenance | \$140,000 |
| c. Design Rebate Elevators | \$ 2,250 |
| d. Fund low bid Life and Skills HILAAP | \$422,117 |

VOTED

Upon a motion made by Mr. Brosnan and seconded by Mr. Connor it was unanimously voted to authorize the Chairman to sign the Contract for Financial Assistance 5001 increase in the amount of \$1,379,684.00 to total \$10,596,334.08.

| | <u>Yes</u> | <u>No</u> |
|----------------|------------|-----------|
| Richard Murray | X | |
| Brian Connor | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Fidelity House Request for Funding for Camp

VOTED

Upon a motion made by Mr. Connor and seconded by Mr. Brosnan it was unanimously voted in favor to approve funding for Summer Camp for the residents at Menotomy Manor by contributing \$5,000.00 for the camp.

| | <u>Yes</u> | <u>No</u> |
|----------------|------------|-----------|
| Richard Murray | X | |
| Brian Connor | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approval of Minutes June 21, 2017 Regular Meeting

VOTED

Upon a motion made by Mr. Brosnan and seconded by Mr. Daly it was unanimously voted in favor to Approve the Minutes for June 21, 2017 Regular Meeting.

| <u>Yes</u> | <u>No</u> |
|------------|-----------|
| | |

| | |
|----------------|-----------|
| Richard Murray | X |
| Brian Connor | Abstained |
| Daniel Brosnan | X |
| Joseph Daly | X |

Smoking

VOTED

Upon a motion made by Mr. Connor and seconded by Mr. Daly it was voted for the Executive Director to send out correspondence to all our facilities reaffirming the no smoking policy.

| | <u>Yes</u> | <u>No</u> |
|----------------|-------------------|------------------|
| Richard Murray | X | |
| Brian Connor | X | |
| Daniel Brosnan | | X |
| Joseph Daly | X | |

Adjourn

VOTED

Upon a motion made by Mr. Daly and seconded Mr. Connor it was unanimously voted to adjourn from the Regular Meeting at 8:50.

The next meeting is August 16, 2017.

**Arlington Housing Authority
Regular Meeting**

Minutes

August 16, 2017 at 7:00 PM

Call to Order

The meeting was called to order at 7:00 P.M. by Mr. Murray, in the John F. Cusack Board Room, located at 4 Winslow Street, Arlington, MA.

Roll Call

Present: Richard Murray, Nicholas Mitropoulos
Daniel Brosnan and Joseph Daly

Absent: Brian Connor

Also Present: John J. Griffin, Executive Director,
John L. Greco

Notice to Town Clerk

Notice of this meeting was delivered electronically on January 6, 2017 and posted by the Arlington Town Clerk in accordance with the provisions of the Open Meeting Law.

Appointments

Local Tenants Organizations

General Public

NONE

Project Updates

Approval of Change Order #1 Chapman Waterproofing decrease in the amount of \$19,615.95

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was unanimously voted in favor to Approve Change Order #1 Chapman Waterproofing decrease in the amount of \$19,615.95.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approval of Chapman Certificate of Substantial Completion

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was unanimously voted in favor to Approve Chapman Certificate of Substantial Completion.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approval of Chapman Certificate of Final Completion in the amount of \$7,178.95

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was unanimously voted in favor to Approve Chapman Certificate of Final Completion in the amount of \$7,178.95.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

**Approval of low bidder GMT Construction and Painting, Inc. for DHCD Project
010085 New Fire Pump Room at Winslow Towers in the amount of \$113,777.00**

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was unanimously voted in favor to approve low bidder GMT Construction and Painting, Inc. for DHCD Project 010085 New Fire Pump Room at Winslow Towers in the amount of \$113,777.00.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Rent Write-off – 667

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was unanimously voted to Write off the rents for 667, subject to handing off to a collection agency.

| | <u>Yes</u> | <u>No</u> |
|---------------------|------------|-----------|
| Richard Murray | X | |
| Nichols Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Rent Write-off – 200

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was unanimously voted to Write off the rents for 200, subject to handing off to a collection agency.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

2018 Capital Plan

Mr. Griffin explained the Capital Plan to the Board.

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was unanimously voted to accept the 2018 Capital Plan.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approval of Minutes July 19, 2017 Regular Meeting

VOTED

Upon a motion made by Mr. Brosnan and seconded by Mr. Daly it was unanimously voted in favor to Approve the Minutes for July 19, 2017 Regular Meeting.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | Abstained | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Adjourn

VOTED

Upon a motion made by Mr. Daly and seconded Mr. Brosnan it was unanimously voted to adjourn from the Regular Meeting at 8:10.

The next meeting is September 20, 2017.

**Arlington Housing Authority
Regular Meeting**

Minutes

September 20, 2017 at 7:00 PM

Call to Order

The meeting was called to order at 7:00 P.M. by Mr. Murray, in the John F. Cusack Board Room, located at 4 Winslow Street, Arlington, MA.

Roll Call

Present: Richard Murray, Nicholas Mitropoulos
Daniel Brosnan, Brian Connor and Joseph Daly

Also Present: John J. Griffin, Executive Director,
John L. Greco

Notice to Town Clerk

Notice of this meeting was delivered electronically on January 6, 2017 and posted by the Arlington Town Clerk in accordance with the provisions of the Open Meeting Law.

Appointments

Local Tenants Organizations

NONE

General Public

NONE

Project Updates

Mr. Griffin updated the board on the ongoing projects.

Approval of Fair Market Rents and Payments Standards

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was unanimously voted in favor to Approve the Fair Market Rents and Payments Standards for the 0BR, 1 BR, 2BR, 3BR and 4BR at 110% of the FMR.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Brian Connor | X | |
| Joseph Daly | X | |

VOTED

Upon a motion made by Mr. Connor and seconded by Mr. Daly it was unanimously voted in favor to Approve the Fair Market Rents and Payments Schedule for the 5BR and the 6BR at 105% of the FMR.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Brian Connor | X | |
| Joseph Daly | X | |

Approval of Change Order #1 Stutman Construction for Asbestos Abatement for DHCD Fish Project 010081 New Life and Skills building in the amount of \$4,161.00

VOTED

Upon a motion made by Mr. Brosnan and seconded by Mr. Connor it was unanimously voted in favor to Approve Change Order #1 Stutman Construction for Asbestos Abatement for DHCD Fish Project 010081 New Life and Skills building in the amount of \$4,161.00.

| <u>Yes</u> | <u>No</u> |
|-------------------|------------------|
|-------------------|------------------|

| | |
|----------------------|---|
| Richard Murray | X |
| Nicholas Mitropoulos | X |
| Daniel Brosnan | X |
| Brian Connor | X |
| Joseph Daly | X |

Belmont Housing Authority

The AHA Board discussed their interest in working with the Belmont Housing Authority.

VOTED

Upon a motion made by Mr. Connor and seconded by Mr. Daly it was unanimously voted in favor to have the Executive Director and the Chairman to meet with the Belmont Housing Authority to explore the potential of the Management Contract.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Mr. Connor | X | |
| Joseph Daly | X | |

Approval of low bidder Araujo Brothers Plumbing and Heating, Inc. for DHCD Project 010079 Sewage Ejector Pump Project at Chestnut Manor in the amount of \$66,500.00

VOTED

Upon a motion made by Mr. Daly and seconded by Mr. Mr. Connor it was unanimously voted in favor to approve low bidder Araujo Brothers Plumbing and Heating, Inc. for DHCD Project 010079 Sewage Ejector Pump Project at Chestnut Manor in the amount of \$66,500.00.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Brian Connor | X | |
| Joseph Daly | X | |

**Acceptance and Approval of T-Mobile bid for the Hauser Building at Drake Village
in the amount of \$3,200.00 per month with an annual 3% increase.**

VOTED

Upon a motion made by Mr. Connor and seconded by Mr. Daly it was unanimously voted to Accept and Approve T-Mobile bid for the Hauser Building at Drake Village in the amount of \$3,200.00 per month with an annual 3% increase.

| | <u>Yes</u> | <u>No</u> |
|---------------------|-------------------|------------------|
| Richard Murray | X | |
| Nichols Mitropoulos | X | |
| Daniel Brosnan | X | |
| Brian Connor | X | |
| Joseph Daly | X | |

Code of Conduct

VOTED

Upon a motion made by Mr. Connor and seconded by Mr. Mitropoulos it was unanimously voted to approve the Code of Conduct as written under the consideration we do a review in six months.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Brian Connor | X | |
| Joseph Daly | X | |

**Approval of Action Energy and Arlington Housing Authority Agreement for
\$2,362,800.00 for high energy heating systems and hot water systems at Menotomy
Manor through the Lean Program.**

VOTED

Upon a motion made by Mr. Connor and seconded by Mr. Daly it was unanimously voted to Approve of Action Energy and Arlington Housing Authority Agreement for \$2,362,800.00 for high energy heating systems and hot water systems at Menotomy Manor through the Lean Program.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Brian Connor | X | |
| Joseph Daly | X | |

Approval of Minutes August 16, 2017 Regular Meeting**VOTED**

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was unanimously voted in favor to Approve the Minutes for August 16, 2017 Regular Meeting.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Brian Connor | Abstained | |
| Joseph Daly | X | |

Executive Director Contract**VOTED**

Upon a motion made by Mr. Connor and seconded by Mr. Daly it was unanimously voted in favor to have Mr. Brosnan, Mr. Mitropoulos and Mr. Greco on the subcommittee for Mr. Griffin's contract.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |

| | |
|----------------|---|
| Daniel Brosnan | X |
| Brian Connor | X |
| Joseph Daly | X |

Adjourn

VOTED

Upon a motion made by Mr. Daly and seconded Mr. Connor it was unanimously voted to adjourn from the Regular Meeting at 8:50.

The next meeting is October 18, 2017.

**Arlington Housing Authority
Regular Meeting**

Minutes

October 18, 2017 at 7:00 PM

Call to Order

The meeting was called to order at 7:00 P.M. by Mr. Murray, in the John F. Cusack Board Room, located at 4 Winslow Street, Arlington, MA.

Roll Call

Present: Richard Murray, Nicholas Mitropoulos
Daniel Brosnan and Joseph Daly

Also Present: John J. Griffin, Executive Director,
John L. Greco

Absent: Brian Connor

Notice to Town Clerk

Notice of this meeting was delivered electronically on January 6, 2017 and posted by the Arlington Town Clerk in accordance with the provisions of the Open Meeting Law.

Appointments

Local Tenants Organizations

NONE

General Public

NONE

Project Updates

Mr. Griffin updated the board on the ongoing projects.

Approval of Minutes of September 20, 2017 Regular Meeting

VOTED

Upon a motion made by Mr. Brosnan and seconded by Mr. Daly it was unanimously voted in favor to Approve the minutes of September 20, 2017

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approval of Motion to rescind previous vote of Amendment #1 Designer Services Contract for Elton Hampton Architects in the Amount of \$174,000.

VOTED

Upon a motion made by Mr. Brosnan and seconded by Mr. Daly it was unanimously voted in favor to rescind previous vote of Amendment #1 Designer Services Contract for Elton Hampton Architects in the Amount of \$174,000 for DHCD Fish Project 010081 New Life and Skills building.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

**Approval of Amendment #1 Designer Services Contract for Elton Hampton
Architects in the Amount of \$145,000.**

VOTED

Upon a motion made by Mr. Brosnan and seconded by Mr. Daly it was unanimously voted in favor to increase the Designer Services Contract for Elton Hampton Architects from \$64,000. to \$145,000.for DHCD Fish Project 010081 New Life and Skills building.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Adjourn

VOTED

Upon a motion made by Mr. Daly and seconded Mr. Mitropoulos it was unanimously voted to adjourn from the Regular Meeting at 8:50.

The next meeting is November 15, 2017.

**Arlington Housing Authority
Regular Meeting**

Minutes

November 15, 2017 at 7:00 PM

Call to Order

The meeting was called to order at 7:00 P.M. by Mr. Murray, in the John F. Cusack Board Room, located at 4 Winslow Street, Arlington, MA.

Roll Call

Present: Richard Murray, Nicholas Mitropoulos
Daniel Brosnan, and Joseph Daly

Absent: Brian Connor

Also Present: John J. Griffin, Executive Director,
John L. Greco and Richard Conlon

Notice to Town Clerk

Notice of this meeting was delivered electronically on January 6, 2017 and posted by the Arlington Town Clerk in accordance with the provisions of the Open Meeting Law.

Appointments

Local Tenants Organizations

General Public

NONE

Project Updates

Mr. Griffin updated the board on the ongoing projects.

Richard Conlon – Year End Financials

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was unanimously voted in favor to the Year End Financials

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Richard Conlon - Contract

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Brosnan it was unanimously voted in favor to approve the State Contract with Richard W. Conlon, Jr., C.P.A. for the five-year period October 1, 2017 to September 30, 2022.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Brosnan it was unanimously voted in favor to approve the Federal Contract with Richard W. Conlon, Jr., C.P.A. for the five-year period of October 1, 2017 to September 30, 2022.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Brosnan it was unanimously voted in favor to approve the Engagement Letter for the period October 1, 2017 to September 30, 2018 between the Arlington Housing Authority and Richard W. Conlon, Jr., C.P.A.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Certification of Top 5 Compensation**VOTED**

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was unanimously voted in favor to Approve the Certification of the Top 5 Compensation.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Certification of Year-End Financial Statements**VOTED**

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was unanimously voted in favor to approve the Certification of Year-End Financial Statements.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

**Certification of Compliance with Notification Procedures for Federal and State
Lead Paint Laws**

VOTED

Upon a motion made by Mr. Daly and seconded by Mr. Mitropoulos it was voted unanimously in favor to approve the Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Wage Match Policy and Certification

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was voted unanimously in favor to approve the Wage Match Policy and Certification.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approval of Certificate of Substantial Completion Associated Elevator

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Brosnan it was voted unanimously to Approve the Certificate of Substantial Completion for Associated Elevator.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approval of Change Order #3 for Associated Elevator (Time only) increase 23 Days

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Brosnan it was voted unanimously in favor to Approve Change Order #3 for Associated Elevator (Time only) increase 23 Days.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approval of Certificate of Final Completion for Associated Elevator DHCD Fish #010073 and release retainage in the amount of \$29,263.50

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was voted unanimously to Approve the Certificate of Final Completion for Associated Elevator DHCD Fish #010073 and release retainage in the amount of \$29,263.50.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approve Amendment #1 Syska Hennessey in the amount of \$9,603.00 for added services RDK Design subject to DHCD Approval

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Daly it was voted unanimously in favor to Approve Amendment #1 Syska Hennessey in the amount of \$9,603.00 for added services RDK Design subject to DHCD Approval.

| | <u>Yes</u> | <u>No</u> |
|----------------------|------------|-----------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

AHA Board Meeting Times

Approval of Minutes October 18, 2017 Regular Meeting

VOTED

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Brosnan it was voted unanimously in favor to Approve the Minutes for the October 18, 2017 Regular Meeting.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Adjourn

VOTED

Upon a motion made by Mr. Daly and seconded by Mr. Mitropoulos it was voted unanimously in favor to adjourn from the Regular Meeting at 8:45.

| | <u>Yes</u> | <u>No</u> |
|----------------------|-------------------|------------------|
| Richard Murray | X | |
| Nicholas Mitropoulos | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

The next meeting is December 20, 2017.

**Arlington Housing Authority
Regular Meeting**

Minutes

December 20, 2017 at 7:00 PM

Call to Order

The meeting was called to order at 7:05 P.M. by Mr. Murray, in the John F. Cusack Board Room, located at 4 Winslow Street, Arlington, MA.

Roll Call

Present: Richard Murray, Daniel Brosnan
and Joseph Daly

Absent: Brian Connor and Nicholas Mitropoulos

Also Present: John J. Griffin, Executive Director,
John L. Greco

Notice to Town Clerk

Notice of this meeting was delivered electronically on January 6, 2017 and posted by the Arlington Town Clerk in accordance with the provisions of the Open Meeting Law.

Appointments

Local Tenants Organizations

NONE

General Public

NONE

Project Updates

Approval of Change Order #1 GVW Inc. for wood blocking and Asbestos abatement of caulking at EIFS joints for DHCD Fish Project 010080 Hauser Windows in the amount of \$40,787.90

VOTED

Upon a motion made by Mr. Daly and seconded by Mr. Brosnan it was unanimously voted in favor to Approve Change Order #1 GVW Inc. for wood clocking and Asbestos abatement of caulking at EIFS joints for DHCD Fish Project 010080 Hauser Windows in the amount of \$40,787.90

| | <u>Yes</u> | <u>No</u> |
|----------------|-------------------|------------------|
| Richard Murray | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approval of Change Order #2 Stutman for Asbestos abatement of foundation and soil for DHCD Fish 010081 Life and Skills Center in the amount of \$11,584.00

VOTED

Upon a motion made by Mr. Brosnan and seconded by Mr. Daly it was unanimously voted in favor to Approve Change Order #2 Stutman for Asbestos abatement of foundation and soil for DHCD Fish 010081 Life and Skills Center in the amount of \$11,584.00.

| | <u>Yes</u> | <u>No</u> |
|----------------|-------------------|------------------|
| Richard Murray | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approval and Award of Designer Selection Committee #1 Ranked Architect, Abacus Architects and Planners for Winslow Towers Building Envelope/Window Project, DHCD Project 010090

VOTED

Upon a motion made by Mr. Brosnan and seconded by Mr. Daly it was unanimously voted in favor to Approve and Award of Designer Selection Committee #1 Ranked

Architect, Abacus Architects and Planners for Winslow Towers Building
Envelope/Window Project DHCD Project 010090.

| | <u>Yes</u> | <u>No</u> |
|----------------|------------|-----------|
| Richard Murray | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approval of Amendment #1 to Agreement for Professional services Contract with Syska Hennessy Group, Inc. in the amount of \$6,000.00 for additional services for review of emergency power. Revised Project Fee is \$29,725.00

VOTED

Upon a motion made by Mr. Daly and seconded by Mr. Brosnan it was unanimously voted in favor to Amendment #1 to Agreement for Professional services contract with Syska Hennessy Group, Inc. in the amount of \$6,000.00 for additional services for review of emergency power. Revised Project Fee is \$29,725.00.

| | <u>Yes</u> | <u>No</u> |
|----------------|------------|-----------|
| Richard Murray | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Ranking of Choices regarding Board Member elections (From Mass. NAHRO)

Mr. Griffin had a discussion with the Board regarding the elections of the Board on whether there should be a seven-person Board or a five-person Board. Mr. Griffin said that we should keep it a five-member board.

Mr. Murray feels that the Board shouldn't answer the survey but should write a letter. He also asked where does NAHRO want to go with this.

Mr. Griffin said that they don't have a clue.

Mr. Daly said that Mr. Griffin should answer for the Board.

Mr. Griffin said that the Board should answer and also write a letter.

The Board said that there should be five members.

Mr. Brosnan said that you have to look beyond five members over the best for the Board.

Mr. Murray said five is the number.

Request for Funding for Operation Success in the amount of \$2,500.00

VOTED

Upon a motion made by Mr. Daly and seconded by Mr. Brosnan it was unanimously voted in favor to approve the Funding for Operation Success in the amount of \$2,500.00.

| | <u>Yes</u> | <u>No</u> |
|----------------|-------------------|------------------|
| Richard Murray | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Approval of Minutes November 15, 2017 regular Meeting

VOTED

Upon a motion made by Mr. Daly and seconded by Mr. Brosnan it was voted unanimously in favor to approve the Minutes of the November 15, 2017 Regular Meeting.

| | <u>Yes</u> | <u>No</u> |
|----------------|-------------------|------------------|
| Richard Murray | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

Adjourn

VOTED

Upon a motion made by Mr. Daly and seconded by Mr. Brosnan it was voted unanimously in favor to adjourn from the Regular Meeting at 9:30.

| | <u>Yes</u> | <u>No</u> |
|----------------|-------------------|------------------|
| Richard Murray | X | |
| Daniel Brosnan | X | |
| Joseph Daly | X | |

The next meeting is January 17, 2018.